

A Regular Meeting of the Troy Library Board was held Thursday, December 11, 2003 at the Office of the Library Director. Joanne Allen, Chairman, called the meeting to order at 7:30 P.M.

**ROLL CALL**                      **PRESENT:** Joanne Allen  
Brian Griffen  
Nancy Wheeler  
Audre Zembrzuski  
Steve Zhang, Student Rep.  
Brian Stoutenburg, Library Director

The Pledge of Allegiance to the Flag was given.

**Resolution #LB-2003-12-001**

Moved by Zembrzuski

Seconded by Griffen

**RESOLVED, That Lynne Gregory's absence be excused**

Yes:                      4—Allen, Griffen, Wheeler, Zembrzuski

No:                      0

**MOTION CARRIED**

**Resolution #LB-2003-12-002**

Moved by Wheeler

Seconded by Griffen

**RESOLVED, That the Minutes of November 13, 2003 be approved as amended**

Yes:                      4—Allen, Griffen, Wheeler, Zembrzuski

No:                      0

**MOTION CARRIED**

Reviewed Agenda entries

**Resolution #LB-2003-12-003**

Moved by Wheeler

Seconded by Zembrzuski

**RESOLVED, That the Agenda be approved**

Yes:                      4—Allen, Griffen, Wheeler, Zembrzuski

No:                      0

**MOTION CARRIED**

## **REGULAR BUSINESS**

Resolution #LB-2003-12-004

Moved by Griffen

Seconded by Zembrzuski

RESOLVED, That the 2004 Board Meeting Dates be approved

Yes: 4—Allen, Griffen, Wheeler, Zembrzuski

No: 0

## **MOTION CARRIED**

## **REPORTS & COMMUNICATIONS**

### **Director's report.**

Approval to upholster 272 chairs and 9 stools will be requested of City Council at their next meeting. The low bidder was Michigan State Industries at a cost of \$30,803.50. We have filled the 6 vacancies at the Circulation Department and when they get trained we will be doing a pilot program of checking out materials from the Youth Library around the Story Program times to see if it reduces the congestion in the lobby.

### **Board Member comments.**

- Griffen asked about the different color of library cards currently being used and what their difference was. We will have two colors until we have updated everyone's to the newer blue color.
- Zembrzuski related an instance of a Troy resident's account being brought up on the computer as a sister-in-law's with the exact same name who resides in Frasier. This is why it is important to check out items using one's library card. The account is tied directly to the unique bar code on the card. This particular patron may have simply given her name to bring up her account.
- Griffen asked about the percentage of non-residents who use our library. Approximately 15% of registered borrowers do not reside in Troy. Some of these non-residents work in Troy. As to the number of non-residents who enter the library, we haven't tracked that. We would have to check residency of each person entering the library.
- Griffen asked that Board Members be kept abreast of issues involving the library. He cited the newspaper article about Bloomfield Hills resident's use of our library being published prior to being notified of this. The circumstances surrounding this issue were reported, and that an effort to inform them of issues prior to newspaper articles will be made in the future.
- Griffen made comments on two personnel issues that he was made aware of.
- Zembrzuski commented that her daughter's artwork had been exhibited at the library and as a result she sold several of her works. She commented on the value of such exhibits to both the library and the artist.
- Wheeler asked about the issue of the display methods of the Friend's Gift Shop. It was decided to draft three ideas for the Friend's to consider regarding the showcases.
- Allen asked about the newspaper coverage of the Bloomfield Township/Bloomfield

Hills contract issue. Our position in this was to remain neutral. Our non-resident card procedure has been in place for many years.

- Wheeler commented on a patron stating to her that our staff was very helpful and nice.
- Wheeler suggested that shelves be put in the public bathrooms so that patrons could place their items while using the facilities.
- Griffen suggested, and the Board agreed that the statistical reports and the Staff Changes report be given to the Board on a quarterly basis.

### **Friends of the Library.**

There was no report.

**Monthly Reports (November).** Circulation for the month of November compared with the same time period a year ago showed an increase of 9.8%. There was a decrease for the month in Patron visits by 4.3%. Program attendance was up 23.2% for the month. The number of library programs offered was up 1.9% for the month.

### **Staff Changes.**

Resignation: Mary Newton, Substitute Librarian.

### **Gifts.**

No gifts were received

### **Informational Items.**

December TPL Calendar

### **Contacts and Correspondence.**

15 written comments from the public were reviewed.

**Public Participation.** There was no public participation.

The Library Board meeting adjourned at 9:00 P.M.

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Joanne Allen  
Chair

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Brian Stoutenburg  
Recording Secretary